

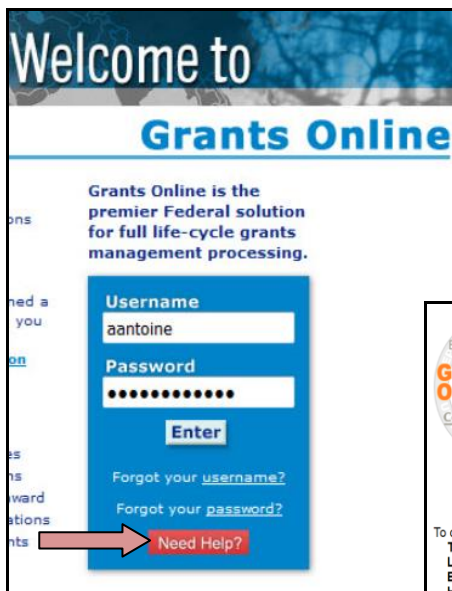
Release Notes for Grants Online Version 4.25

Date Deployed: May 18, 2018

The Release Notes convey recent system upgrades and modifications. Click [here](#) to view the Help Desk contact information and reference other Grants Online training resources.

Global

1. There is a **"Need Help?"** button on the Grants Online login screen. Click the button to view Grants Online Help Desk contact information. Also on the page, there is contact information for Grants.gov and links to Grants Online training resources [JIRA: GOL-729]



Welcome to
Grants Online

Grants Online is the premier Federal solution for full life-cycle grants management processing.


Username
aantoine

Password
.....

Enter

Forgot your [username?](#)
Forgot your [password?](#)

Need Help?



Welcome to Grants Online

To contact the Grants Online Help Desk, please call or email:
Toll free (Outside DC Metropolitan area): 1-877-862-2478
Local (DC Metropolitan area): 301-444-2112
Email: GrantsOnlineHelpDesk@noaa.gov
Hours: Monday-Friday, 8:00 am to 6:00 pm Eastern

NOTE: The Grants Online Security Policy prohibits sending passwords by email. For a password reset, call (or send an email with a phone number where you can be reached) the Grants Online Help Desk.

Grants Online Help Desk personnel do not have Grants.gov expertise. For Grants.gov questions, please call the Grants.gov Help Desk at 1-800-518-4726.

Additional content will be added to this page soon. Meanwhile,

[Click here to access the Grants Online Training site](#)
[Click here to access the Grants Online Overview](#)
[Click here to access the Grants Online Glossary](#)

2. The system time-out alert interval occurs every 20 minutes; the previous time interval was every 10 minutes. To prevent the loss of work, it is strongly recommended that the user regularly save his/her work on a regular basis. [JIRA: GOL-768]

Inbox Tab

1. The action associated with the assignment of roles/affiliations has been enhanced. Under this enhancement the following rules are in effect. [JIRA: GOL-656]
 - Prevent a new role from being added to a delegator's account that is not also already on the delegate's account. An attempt to circumvent the new rule results in an error message that specifies why the sys admin cannot add the new role.

The screenshot shows the 'Manage User Roles' page. On the left is a navigation menu with items like 'Add CBS Transaction', 'Application Administration', 'Manage Mission Goals', 'Manage Notifications', 'Manage Roles', 'Manage System Timers', 'Manage Templates', 'Manage Users', 'Manage Organizations', 'Notify Shutdown', 'Reload cached data', and 'System Advisories'. The main content area has a breadcrumb 'Advisories >> Manage Users' and a title 'Manage User Roles'. A red error message states: 'You cannot add role Program Office Reviewer org NOS Office for Coastal Management (OCM) because delegatee Janet does not have this role'. Below the message are input fields for 'Role' (set to 'Program Office Reviewer') and 'Organization' (set to 'NOS Office for Coastal Management (OCM)'), with 'Search', 'Cancel', and 'Save' buttons.

Error message displayed when attempting to add a role to the delegator's account

You cannot add role Program Office Reviewer org NOS Office for Coastal Management (OCM) because delegatee Janet does not have this role

Role *

Organization *

- Prevent a role from being removed from the delegate's account that is still on the delegator's account. An attempt to circumvent the new rule results in an error message that specifies why the sys admin cannot remove the role(s).

The screenshot shows the 'Manage Profile' page. It has the same navigation menu as the previous screenshot. The main content area has a breadcrumb 'Advisories >> Manage Users' and a title 'Manage Profile'. A red error message states: 'You cannot remove role Requestor org NOS National Center for Coastal Ocean Science (NCCOS) because delegator Dortch has this role. You cannot remove role Requestor org NOS National Center for Coastal Ocean Science (NCCOS) because delegator David has this role. You cannot remove role Requestor org NOS National Center for Coastal Ocean Science (NCCOS) because delegator Mary has this role. You cannot remove role Requestor org NOS National Center for Coastal Ocean Science (NCCOS) because delegator Janet has this role'. Below the message are input fields for 'Prefix' (set to 'Mrs.'), 'First Name' (set to 'Laurie'), 'Middle Name', 'Last Name', and 'Affix' (set to 'None').

Error message displayed when attempting to remove a delegate

You cannot remove role Requestor org NOS National Center for Coastal Ocean Science (NCCOS) because delegator Dortch has this role
You cannot remove role Requestor org NOS National Center for Coastal Ocean Science (NCCOS) because delegator David has this role
You cannot remove role Requestor org NOS National Center for Coastal Ocean Science (NCCOS) because delegator Mary has this role
You cannot remove role Requestor org NOS National Center for Coastal Ocean Science (NCCOS) because delegator Janet has this role

Prefix:

First Name: *

Middle Name:

Last Name: *

Affix:

RFA Tab

1. A link to the guidance document associated with the Application Due Date has been established.
<http://www.corporateservices.noaa.gov/grantsonline/Documents/ApplicationDueDateGuidance.pdf>
[JIRA: GOL-780]

RFA Details

RFA Header Information

Document ID: 2686242
RFA Name: TEST NCRFA - 2018 A
Fiscal Year: 2018
Announcement Type: I
Funding Opportunity Number: NOAA-NOS-NCCOS-2018-2005344
Line Office: National Ocean Service (NOS)
Assigned Program Office: NOS National Center for Coastal Ocean Science (NCCOS)
Assigned Program Officer: Raize, Janet
CFDA Number: 11.482 - Coral Reef Conservation Program
SubProgram: -Select a Sub Program-
RFA Type: Noncompetitive

RFA Additional Information

Anticipated Funding Amount for All Recipients: \$9,000,000.00
Application Due Date: 10/31/2017
Time: 11:00 PM Eastern
Anticipated Award Date: 11/15/2017

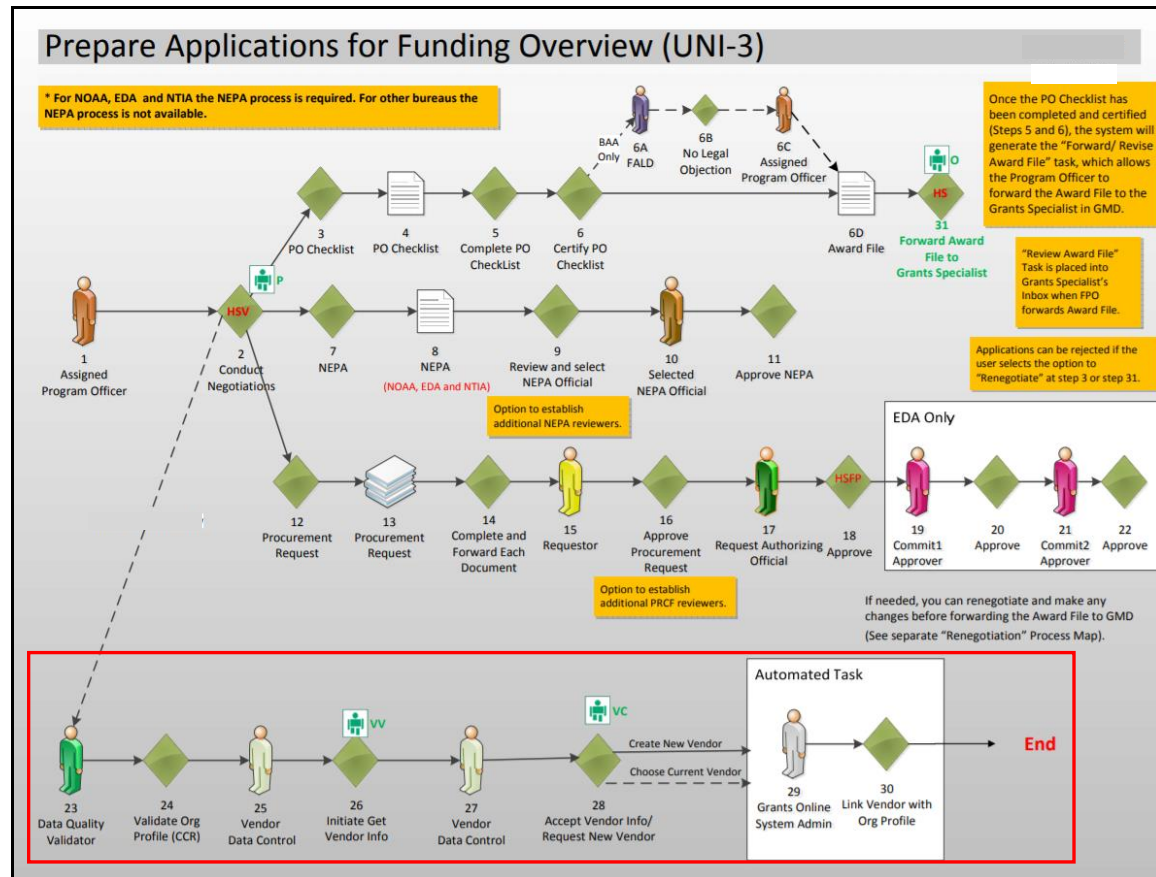
Selected Federal Addresses

Organization	Street Address	City, State, Zip
NOS National Center for Coastal Ocean Science (NCCOS)		, 00

Application Tab

1. For non-interfaced awards, when adding a new organization, the Provisional Organization processing commences after the Conduct Negotiations step. If the user attempts to obtain information from CBS prior to completion of Provisional Organization processing an error message is displayed. On the other hand, for interfaced awards there is a call to CBS. If there is a match for that organization in SAM.gov, processing continues as usual.

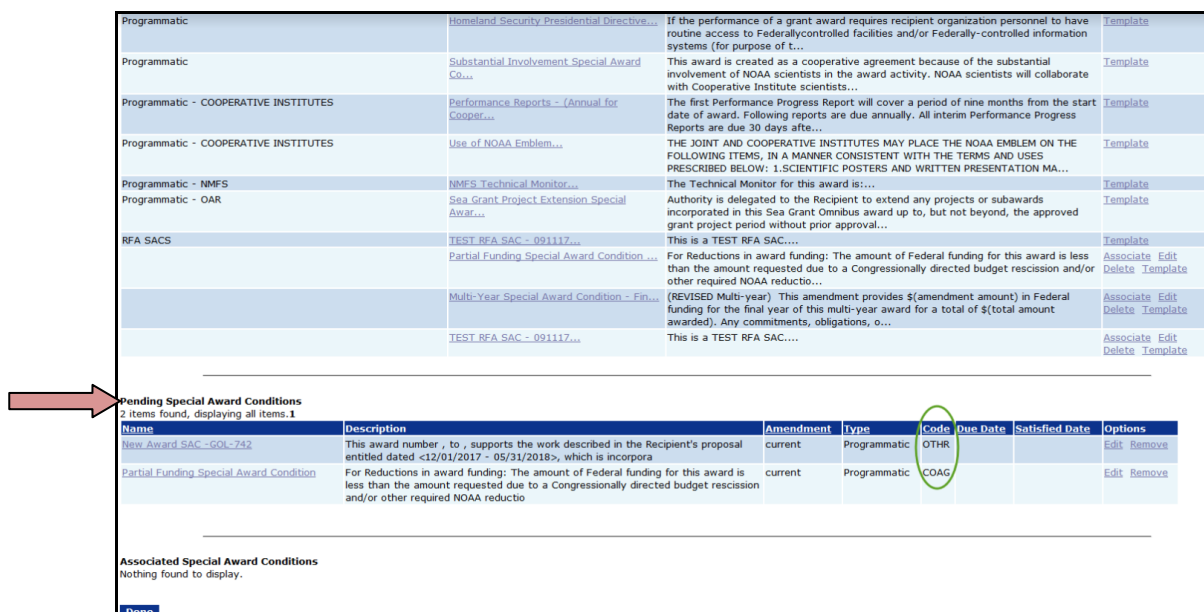
The vendor control steps (reference the UNI-3 process diagram – steps 23 - 30) are similar to those used when processing an Individual (Application Type). During processing the person with the Vendor Data Control role can manually insert vendor information into Grants Online. [JIRA: GOL-486]



2. Under the **Available Special Award Conditions** heading, the items included in the display are limited to the user's Bureau. The items displayed are aggregated by subgroup.

Available Special Award Conditions			
Group Name	Name	Description	Options
Administrative - NEW or CONTINUATION AWARD	Multi-Year Special Award Condition - Fin...	(REVISED Multi-year) This amendment provides \$(amendment amount) in Federal funding for the final year of this multi-year award for a total of \$(total amount awarded). Any commitments, obligations, o...	View
Administrative - NEW or CONTINUATION AWARD	Handling of Environmental Data or PeerR...	1. Data Sharing: Environmental data collected or created under this Grant, Cooperative Agreement, or Contract must be made publicly visible and accessible in a timely manner, free of charge or at mini...	View
Administrative - NEW or CONTINUATION AWARD	Matching Requirement...	Since this award requires the Recipient to provide \$(From matching requirement on CD-450 or 451) in project-related costs from non-Federal sources, the Recipient must maintain in its official accounti...	View
Administrative - NEW or CONTINUATION AWARD	Multi-Year Special Award Condition...	MULTI-YEAR SAC for New Awards and Amendments(except final year). Add the word (REVISED) before the Sac for Amendments. The only revision for amendments would be the funding amount available (i.e. tota...	View
Administrative - NEW or CONTINUATION AWARD	New Award SAC...	This award number <AWARD_NUMBER>, to <RECIPIENT NAME>, supports the work described in the Recipient's proposal entitled <PROJECT TITLE> dated <APPLICATION DATE>, which is incorporated into the award by...	View
Administrative - NEW or CONTINUATION AWARD	Tangible Property Reporting and Disposi...	[DO NOT INCLUDE ON RESEARCH AWARDS] Equipment costs and/or supplies have been identified and budgeted in the grant application. The Recipient must report such costs to NOAA. The SF-428, SF-428-B (fina...	View
Administrative - COOPERATIVE INSTITUTES	Competitive Award Special Award Conditio...	The University/NOAA MOA would be incorporated by reference into the terms of the competitive award. Any performance reports (s) for the competitive project must follow the timetable of the funding pro...	View
Administrative - PARTIAL FUNDING	Partial Funding Special Award Condition...	For Increases in award funding: The amount of Federal funding for this award is greater than the amount requested due to NOAA priorities. The cost sharing/matching requirement, if any, has been comme...	View
Administrative - PARTIAL FUNDING	Partial Funding Special Award Condition...	The amount of Federal funding for this amendment is partial funding for the budget period, additional funding will be awarded through an amendment at a later date this budget period....	View
Administrative - PARTIAL FUNDING	Partial Funding Special Award Condition...	For Reductions in award funding: The amount of Federal funding for this award is less than the amount requested due to a Congressionally directed budget rescission and/or other required NOAA reduction...	View

Under the **Pending Special Award Conditions** heading, each item has a Code associated with it. The Code ensures the Special Award Condition was correctly selected and associated with the Award. [JIRA: GOL-563]



Name	Description	Amendment	Type	Code	Due Date	Satisfied Date	Options
New Award SAC - GOL-742	This award number , to , supports the work described in the Recipient's proposal entitled dated <12/01/2017 - 05/31/2018>, which is incorpora	current	Programmatic	OTHR			Edit Remove
Partial Funding Special Award Condition	For Reductions in award funding: The amount of Federal funding for this award is less than the amount requested due to a Congressionally directed budget rescission and/or other required NOAA reduction	current	Programmatic	COAG			Edit Remove

- The problem associated with applications that are submitted to Grants.gov and subsequently downloaded to Grants Online has been resolved. To allow adequate time for an application to be transferred to Grants Online, please allow 48 hours after the application due date before contacting the Grants Online Help Desk. [JIRA: GOL-626]
- On the PO Checklist, the text under the **Research Terms & Conditions Prior Approval and Other Requirements** has been simplified to provide clarification. [JIRA: GOL-628]

Updated:

Research Terms & Conditions Prior Approval and Other Requirements * [Guidance](#)

Will the funding for the proposed award, or any part of the proposed award, be used to conduct research?

☐ NO
 ☒ YES
 ☐ Not Answered

- During the **Conduct Negotiations** process when the FPO is attempting to add an Organization:
 - The organization is in SAM.gov (active registration) → the system allows that organization to be selected (i.e., there is a “Select” hyperlink in the first column).
 - The organization is in SAM.gov (expired registration) → the system prevents that organization from being selected (i.e., there not a “Select” hyperlink in the first column and there is a red box highlighting the organization’s SAM.gov expiration date).
 - The organization is NOT in SAM.gov. The only application type that can be added (using the **Add a New Organization** hyperlink) is **Individual**.

NOTE: In most cases, within 1-2 days of when an organization is registered with SAM.gov, the organization can successfully be updated (available for selection) in Grants Online.
[JIRA: GOL-635]

Screen Image for 5b:

Select SAM Organization

One or more organizations matching your search criteria were found in the System for Award Management (SAM) database. Select a SAM organization to initialize the new organization from SAM data or select "Add a new blank organization" to create an organization that is not initialized from a SAM organization.

One item found: 1

Select	Sam ID	Name	Address	DUNS	DUNS+	EIN	Cage Code	Active	Expiration Date
<input type="checkbox"/>		ROCKY MOUNTAIN SUPPLY, INC.	350 JACKRABBIT LN STOP 1, BELGRADE, MT 59714-3035 USA	006472641		810527798	3SJE1	true	01/15/2018

[Add a new blank organization >>](#)

SAM registration has expired; the organization is not available for selection

Awards Tab

1. The rules associated with revising an approved PRCF have been modified. [JIRA: GOL-385]:

The limitation that only a certified FPO can revise an approved PRCF has been removed. Now any FPO, within the Program Office with which the assigned FPO is affiliated, can revise an approved PRCF.

Procurement Request and Commitment of Funds - ED18HDQ3130013

THIS DOCUMENT IS LOCKED

THIS REQUEST IS APPROVED

Revise Approved

Last CBS Validation: [Status]

Active Procurement Requests:
Nothing found to display.

The Revise Approved option is available to a FPO whose name is not on the original application but is within the same Program Office

2. Recipients can submit Performance Progress Reports (PPRs) and Federal Financial Reports (FFRs) beyond the closeout period (defined as the ninety (90) days after the Award End Date) without requesting an extension to the award performance period. However, if the Financial Closeout is in progress, no FFRs can be submitted. However, PPRs can still be submitted – whether within the 90 days or outside of the 90 days.
[JIRA: GOL-405] **Also Reference:** [JIRA: GOL-63] and [JIRA: GOL-524].

- When the *Change in PD/PI* or the *Change in Key Personnel* Award Action Request is approved, the Recipient Administrator has a task to Manage Users. The Manage Users task is available from the Action dropdown menu (second screen image). When task is completed (i.e., it is removed from the Recipient Administrator's Inbox), the Federal Program Officer and the Grants Specialist receive an email notification. [JIRA: GOL-596]

Your Tasks

Document Type: Status: [Apply Filter >>](#)

4 items found, displaying all items.1

View	Task Id	Task Name	Task Status	Document Type	Document Id	Start Date	Completed Date	Award Number
View	5615013	Update Key Personnel	Not Started	Award Action Request	2690230			NA18NOS4820039
View	5615008	Update PI	In Progress	Award Action Request	2690229	03/13/2018		NA18NOS4820039
View	5614244	Manage Award Users	Not Started	Award Package	2689946			NA18NOS4820039
View	5613997	Manage Award Users	Not Started	Award Package	2689781			NA18NOS4820034

Task to update Key Personnel

Award Action Request - NA18NOS4820039

Id: 2690230
Status: Approved: UpdateKeyPersonnelActions - Not Started

Action: [Submit](#)

Your Comments:

Key Personnel Update Complete

View Award Action Request Details

View/Manage Award-related Personnel

[Spell Check](#)

[Save Comment](#)

View/Manage Award-related Personnel is available from the Action dropdown menu

- For the Satisfy Specific Conditions Award Action Request, rather than displaying a number for the SAC (Special Award Condition) Name, the Federal Program Officer screen correctly displays the name of the SAC. [JIRA: GOL-675]

Satisfy Specific Conditions

[Guidance](#)

SAC Name* **SAC Name displayed**

For Increases:

When the Federal share of a grant or cooperative agreement award is increased to not more than 5% of the requested amount,

SAC Description the following language will be included in the award documents:

1. A Special Award Condition should be added:

The amount of Federal funding for this award is greater than the amount

Due Date

Justification*

[Spell Check](#)

[Award Action Request Report](#)

[Cancel](#)

5. On the SF-425 (item 11); there were two data elements identified as 11e. That has been corrected; the first item is 11e; the second item is 11f. [JIRA: GOL-751]

o. Unexpended program income (line l minus line m or line n)						\$0.00	
	a. Type	b. Rate	c. Period From (MM/DD/YYYY)	Period To (MM/DD/YYYY)	d. Base	e. Amount Charged	f. Federal Share
11. Indirect expense	<input type="text"/>	<input type="text"/> %	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
	<input type="text"/>	<input type="text"/> %	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
g. Totals:					\$0.00	\$0.00	\$0.00

6. For both the interim and final Performance Progress Reports (PPRs), the Notification Schedule for delinquent PPR acceptance has been increased from thirty (30) days to ninety (90) days. [JIRA: GOL-752]

Delinquent Project Progress Report Acceptance for NOAA Award NA18NOS4820010	
<p>From Grants Online</p> <p>Sent 03/15/2018 03:47:13 AM</p> <p>This is a notification of a Project Progress Report that has been submitted but is delinquent for acceptance for Award NA18NOS4820010. Program Officers have 90 days in which to accept Project Progress Reports. You must take an action to accept this report, return it to the Recipient for revision, or if your recipient is non-responsive, work with your Grants Specialist on an enforcement action.</p>	

7. The issue with an inaccurate Checklist Completion Date being displayed when a new ASAP vendor was added to Grants Online has been corrected. [JIRA: GOL-761]

Organization Profile Change Request

ID: 2690415
Status: Complete
[Go to Organization Profile Change Request Details Page >>](#)

This document currently has no tasks assigned to you.

Workflow History

Name	Date Assigned	Date Started	Date Completed	Performer	Role	Action Taken	Current Status	User Costs
ASAP Certification for Vendor Change	04/19/2018 09:48:32 AM	04/19/2018 09:50:05 AM	04/19/2018 09:50:05 AM	William Rappaport	FinanceOffice	CertificationOfASAPFundsComplete	Complete	
ASAP Authorization for Vendor Change	04/19/2018 09:43:30 AM	04/19/2018 09:48:32 AM	04/19/2018 09:48:32 AM	Helma Turner	ASAPAuthorizer	AuthorizationOfASAPFundsComplete	Complete	
ASAP Enrollment Request	04/19/2018 09:40:37 AM	04/19/2018 09:40:37 AM	04/19/2018 09:43:21 AM					
ASAP Enrollment Request	04/19/2018 09:30:37 AM	04/19/2018 09:30:37 AM	04/19/2018 09:30:37 AM					
ASAP Enrollment Request	04/19/2018 09:29:54 AM	04/19/2018 09:30:36 AM	04/19/2018 09:30:36 AM					
ASAP Enrollment Request	04/19/2018 09:24:17 AM	04/19/2018 09:24:42 AM	04/19/2018 09:26:11 AM					
ASAP Enrollment Request	04/19/2018 09:22:16 AM	04/19/2018 09:22:47 AM	04/19/2018 09:24:11 AM					
ASAP Enrollment Request	04/19/2018 09:22:11 AM	04/19/2018 09:22:16 AM	04/19/2018 09:22:11 AM					

Export options: [Excel](#)

ASAP Enrollment Request

Organization: SYNERGY PRODUCTION, INC. (2005817)
Request ID: 2690415
THIS REQUEST IS COMPLETE

Information for the Point of Contact who will work with the Grants Making Agency to complete the ASAP Enrollment for this organization.

Organization Profile

EIN/TIN#: 52-1782191
DUNS: 006458616
Name: SYNERGY PRODUCTION, INC.
Type: Q - For-Profit Organization (Other than Small Business)
Address: 85 MAIN ST STE 14
REISTERSTOWN, MD 21136-1225

Point of Contact

Name: Bar Arbara
Title: RAR
Email: Testmail@testmail3.rdc.com
Phone Number: 6123333212

Checklist Completion Dates (Use format MM/DD/YYYY for checklist dates)

Date	Checklist Item
04/19/2018	1. Received Grant recipient ASAP Point of Contact (POC) information (Set by system)
04/17/2018	2. Entered profile into ASAP (ASAP sends userid and password to POC)
04/17/2018 ASAP ID: 968523	3. Received email notification from ASAP that Enrollment process is complete (Attach email to checklist)
04/19/2018	4. Created New ASAP vendor in CBS (Set by system)

Attachments:

Same Date

8. The hyperlink for the [What is Fly America Act](#) guidance (on the Foreign Air Carrier for Travel page) has been fixed. [JIRA: GOL-793]

Foreign Air Carrier for Travel - NA18NOS4820042

THIS DOCUMENT IS LOCKED

Attachments:

Name	Short Description	Created Date	Internal Use Only
Budget-V1.1-9-27-16.pdf	and	04/18/2018 11:34:22 AM	No

[Download All](#) [Large File Guidance](#)

Add new Attachment: [+](#)
Any changes to information on this page should be saved before adding attachments.

Foreign Air Carrier for Travel Guidance

Are you in compliance with the Fly America Act?
[What is Fly America Act](#)

Not Applicable
TEST GOL-793

If no, please provide justification*

Spell Check

There are more than 10 attachments

Fly America Act - Mozilla Firefox
https://www.gsa.gov/policy-regulations/policy/fly-america-act

GSA TRAVEL MANAGEMENT POLICY

Fly America Act

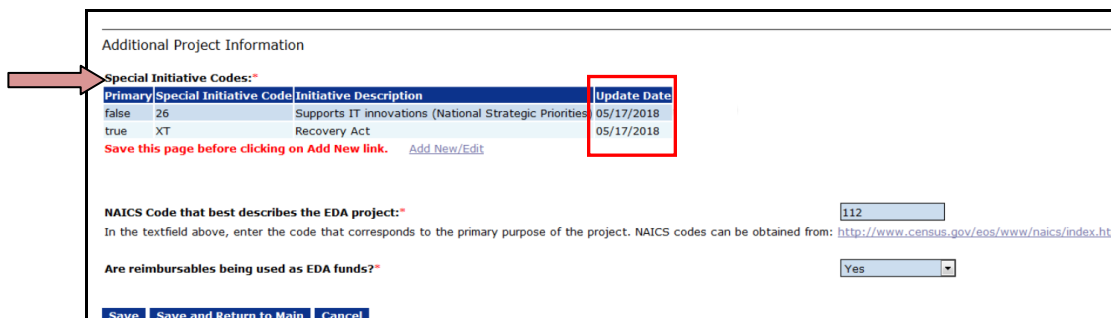
Federal travelers are required by 49 U.S.C. 40118, commonly referred to as the "Fly America Act," to use U.S. air carrier service for all air travel and cargo transportation services funded by the U.S. government. One exception to this requirement is transportation provided under a bilateral or

- The Grants Specialist or the Director role on an award can be reassigned. [JIRA: GOL-795; Kayako: YZM-245-40778]



EDA

- The information associated with Special Initiatives Codes on the EDA-Specific PO Checklist Elements screen has been modified. Under the **Additional Project Information** header, the Update Date is visible.



Primary	Special Initiative Code	Initiative Description	Update Date
false	26	Supports IT innovations (National Strategic Priorities)	05/17/2018
true	XT	Recovery Act	05/17/2018

NAICS Code that best describes the EDA project: 112

Are reimbursables being used as EDA funds? Yes

The Grants Online Help Desk can, at the request of the EDA Project Office, include additional Special Initiatives Codes. [JIRA: GOL-742; Kayako: PAK-688-81451]